

# SAN BRUNO

## Community Foundation

### Board of Directors

Emily Roberts, President • Jim Ruane, Vice President • John P. McGlothlin, Secretary • Tim Ross, Treasurer  
Raul Gomez • Nancy A. Kraus • Malissa Netane-Jones  
Leslie Hatamiya, Executive Director

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**GOVERNOR'S EXECUTIVE ORDER N-25-20\*\*\*\*  
CORONAVIRUS COVID-19  
AND SAN MATEO COUNTY HEALTH DIRECTIVE  
FROM MARCH 14, 2020**

*On March 17, 2020, the Governor of California issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act in order to allow for local legislative bodies to conduct their meetings telephonically or by other electronic means. Pursuant to the current Shelter-In-Place Order issued by the San Mateo County Health Officer which became effective on March 17, 2020, and which was updated and extended on April 29, 2020; the statewide Shelter-In-Place Order issued by the Governor in Executive Order N-33-20 on March 19, 2020; and the CDC's social distancing guidelines which discourage large public gatherings, the San Bruno Senior Center is no longer open to the public for meetings of the San Bruno Community Foundation Board of Directors.*

*If you would like to make a Public Comment on an item not on the agenda, or comment on a particular agenda item, please email us at [info@sbcf.org](mailto:info@sbcf.org). The length of all emailed comments should be commensurate with the three minutes customarily allowed per speaker, which is approximately 300 words total. Emails received before the special or regular meeting start time will be forwarded to the Foundation Board of Directors and will become part of the public record for that meeting. If emailed comments are received after the meeting start time, or after the meeting ends, they will be forwarded to the Foundation Board of Directors and filed with the agenda packet becoming part of the public record for that meeting.*

*Individuals who require special assistance of a disability-related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, agenda packet or other writings that may be distributed at the meeting, should contact Melissa Thurman, City Clerk by 12:00 p.m. the day of the meeting at (650) 619-7070 or by email at [mthurman@sanbruno.ca.gov](mailto:mthurman@sanbruno.ca.gov). Notification in advance of the meeting will enable the San Bruno Community Foundation to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.*

## AGENDA

### SAN BRUNO COMMUNITY FOUNDATION

#### Regular Meeting of the Board of Directors

**March 3, 2021**

**7:00 p.m.**

#### **Zoom Meeting Details:**

<https://us02web.zoom.us/j/82012409585?pwd=S0QzTzFDWjl6a3ZxcnV6SmR3cmxQdz09>

**Webinar or Meeting ID:** 820 1240 9585

**Webinar or Meeting Password:** 071772

**Zoom Phone Line:** (669) 900-6833 (same webinar ID and password as above)

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#### **1. Call to Order/Welcome**

#### **2. Roll Call**

#### **3. Public Comment:** Individuals are allowed three minutes. It is the Board's policy to refer matters raised in this forum to staff for research and/or action where appropriate. The Brown Act prohibits the Board from discussing or acting upon any matter not agendaized pursuant to State Law.

#### **4. Approval of Minutes:** February 3, 2021, Special and Regular Board Meetings

#### **5. Executive Director's Report**

#### **6. Consent Calendar:** All items are considered routine or implement an earlier Board action and may be enacted by one motion; there will be no separate discussion unless requested by a Board Member or staff.

- a. Adopt Resolution Scheduling a Special Meeting of the Board of Directors on May 12, 2021
- b. Adopt Resolution Authorizing Executive Director to Bind Directors and Officers Liability Insurance Policy from Philadelphia Insurance Companies for an Amount Not to Exceed \$19,227
- c. Adopt Resolution Authorizing President Emily Roberts to Execute a Contract with Novogradac & Company LLP for Audit and Tax Preparation Services for Fiscal Year 2020-2021 for an Amount Not to Exceed \$9,750
- d. Receive and Approve Treasurer's Report (January 2021 Financial Statements)

#### **7. Conduct of Business**

- a. Receive Report on Recreation and Aquatic Center Project from the City of San Bruno
- b. Receive Report on the Small Business Recovery and Assistance Program (COVID-19 Relief Grant) from Bay Area Entrepreneur Center Director Pcyeta Stroud and Adopt Resolution Approving Strategic Grant to the San Mateo County Community College District to Support Continued Implementation of the San Bruno Small Business Recovery and Assistance Program of the Bay Area Entrepreneur Center of Skyline College in an Amount Not to Exceed \$157,000

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- c. Receive Report on Other Programs (Community Grants Fund, Crestmoor Neighborhood Memorial Scholarship, and Other Strategic Grants)
- d. Receive Report from Ad Hoc Committee on Strategic Planning Process
- e. Receive Report from Investment Committee

### **8. Board Member Comments**

- 9. Adjourn:** The next regular meeting of the Board of Directors is scheduled for Wednesday, April 7, 2021, at 7:00 p.m.